

COUNTY OF LOS ANGELES

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DEPARTMENT OF MENTAL HEALTH

<http://dmh.lacounty.gov>

550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

Reply To: (213) 738-4601  
Fax: (213) 386-1297

October 28, 2011

TO: Each Supervisor

FROM: Marvin J. Southard, D.S.W.  
Director

*Robin Kay for*

SUBJECT: **REQUEST TO INCREASE DELEGATED AUTHORITY PERCENTAGE  
FOR LEGAL ENTITY AGREEMENT WITH ST. JOSEPH CENTER FOR  
FISCAL YEAR 2011-12**

This memorandum is to comply with Board Policy Manual, Section 5.120, Authority to Approve Increases to Board Approved Contract Amounts. The Policy mandates that any department requesting a percentage increase in delegated authority exceeding ten percent of the total contract amount must provide a detailed justification and advance written notice to your Board, with a copy to the Chief Executive Officer, at least two weeks prior to the Board Meeting at which the proposed contract is to be presented.

The Department of Mental Health (DMH) requests an additional ten percent for a total of twenty percent delegated authority for the Legal Entity (LE) Agreement with St. Joseph Center. This will allow DMH to extend the Venice Chronic Homeless Intervention Project (VCHIP) and provide housing and supportive mental health and medical services for an additional 40 of the most vulnerable and chronically homeless mentally ill adults living in Venice for Fiscal Year 2011-12. Ten of the individuals being served will be veterans who are participating in the Department of Veterans Affairs Project 60.

Should there be a need to exceed the twenty percent delegated authority, DMH will return to your Board with a request for authority to amend the LE Agreement accordingly.

Each Supervisor  
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If you have any questions or concerns, please contact me, or your staff may contact Richard Kushi, Chief, Contracts Development and Administration Division at (213) 738-4684.

MJS:RK:MM:rk

c: Health Deputies  
Executive Officer, Board of Supervisors  
Chief Executive Officer  
County Counsel  
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Robin Kay, Ph.D.  
Margo Morales  
Deputy Directors  
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Richard Kushi